

HASSRA [Insert Association]

Regional Event Estimate

Event: _____

Date of Event: _____

Venue: _____

Organiser: _____

Contact Address: _____

Contact Tel No. _____ Email: _____

Estimated number of entries: _____

Entry Fee _____

Outline Costs

Hire of Facilities	
Hire/Purchase of Equipment	
Officials Fees	
Catering	
First Aid	
Prizes	
Organiser's Expenses [Please give details below]	
Other Expenses [Please give details below]	
TOTAL	£0.00

Additional Details

Organiser's Expenses:
Other Expenses:

Please forward estimate to the Regional Office before confirming booking. If necessary also complete and forward an Advance Request stencil.

Estimate accepted:

Further information required:

Date	Initials